

Bertie County Board of Commissioners



**February 6, 2023
6:00 PM**

Chair	Ronald “Ron” Wesson	District I
Vice Chair	Michael White	District II
	Corey Ballance, Sr.	District III
	John Trent	District IV
	Ron Roberson	District V



Bertie County is now utilizing Zoom during the COVID-19 pandemic.

Zoom is available to the public to participate during this meeting.

To call in to our meeting on the phone, use the following information:

Phone #: 1-301-715-8592

Meeting ID: 723 391 6141

To listen to our meeting online, click or copy and paste this link into your browser:

<https://us02web.zoom.us/j/7233916141>

Questions? Call the County Manager's Office at 794-5300.

BERTIE COUNTY BOARD OF COMMISSIONERS

February 6, 2023

Meeting Agenda

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended, or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

- 6:00 PM** Welcome, Call to Order & Roll Call by Board Chair Ronald Wesson, Commissioners Room, Windsor
Invocation and Pledge of Allegiance by Commissioner Corey Ballance, Sr.
Public Comments *(3-minute limit per speaker)*

(A)

***** APPOINTMENTS *****

- (1) Soul Saving Saturday Plans by Bertha Washington
- (2) Small Business Conference Announcement by Program Manager Nicole Outlaw
- (3) Introduction by Representative Shelly Willingham - District 23
- (4) Plans for Lobbying Efforts by Bob Steinburg
- (5) Report of delinquent property taxes & Approval to advertise by Tax Administrator Jodie Rhea
- (6) Fiscal Year 2022-2023 Financial Summary by Finance Director William Roberson

Board Appointments (B)

1. Appointment to Tri-County Airport Authority
2. Appointment to Child Fatality Prevention/Community Child Protection Team
3. Appointment to Juvenile Crime Prevention Council

Consent Agenda (C)

1. Approve Register of Deeds Fees Report – January 2023
2. Budget Amendments

*****OTHER ITEMS*****

Discussion Agenda (D)

1. Discussion of Surplus Property
2. Discussion of Pay Schedule
3. FY 2023-24 Budget Calendar
4. Strategic Planning - February 20-21, 2023
5. 2023 NACo Legislative Conference February 11-14, Washington D.C.

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Public Comments

(3 minutes per speaker)

Closed Session

Pursuant to NCGS 143-318.11(a)(3)(4)(6)

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: February 6, 2023

SECTION: Appointments & Reports (A-1 to A-6)

DEPARTMENT: Governing Body

TOPICS:

- (1) Soul Saving Saturday Plans by Bertha Washington
- (2) Small Business Conference Announcement by Program Manager Nicole Outlaw
- (3) Introduction by Representative Shelly Willingham - District 23
- (4) Plans for Lobbying Efforts by Bob Steinburg
- (5) Report of delinquent property taxes & Approval to advertise by Tax Administrator Jodie Rhea
- (6) Fiscal Year 2022-2023 Financial Summary by Finance Director William Roberson

COUNTY MANAGER RECOMMENDATION OR COMMENTS: --

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): --

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



A-2

MAY 22-24 2023



SMALL BUSINESS CONFERENCE

**HOSTED BY:
BERTIE BUSINESS NETWORK
@bertiebusinessnetwork**

**THIS PROJECT RECEIVED
SUPPORT FROM NC IDEA**



**Martin
Community
College**

BERTIE CAMPUS



A-5



Jodie Rhea, Tax Administrator
Bertie County Tax Department
PO Box 527
106 Dundee St.
Windsor, NC 27983
Phone: (252) 794-5310
Fax: (252) 794-5357

February 06, 2023

To: Bertie County Board of Commissioners

Re: Report of 2022 unpaid real and personal property taxes and Order to Advertise

Pursuant to N.C.G.S. 105-369, attached is the annual report of unpaid real and personal property taxes for tax year 2022.

Also attached is an Order to Advertise the 2022 tax liens, pursuant to N.C.G.S.105-369(c).


Jodie Rhea
Tax Administrator



Jodie Rhea, Tax Administrator
Bertie County Tax Department
PO Box 527
106 Dundee St.
Windsor, NC 27983
Phone: (252) 794-5310
Fax: (252) 794-5357

TOTAL OF UNPAID TAXES FOR CURRENT FISCAL YEAR

REAL PROPERTY:	\$849,423.35
PERSONAL PROPERTY:	<u>\$115,910.90</u>
TOTAL:	\$965,334.25

Order to Advertise the 2022 Tax Liens

Upon receipt of the Tax Collector's report of the unpaid 2022 taxes that are a lien on real property in Bertie County, and pursuant to North Carolina General Statute 105-369(C), the Bertie County Board of County Commissioners hereby orders the Tax Collector to advertise these liens, and continue to pursue all outstanding taxes using the necessary remedies available through the North Carolina General Statutes, including bank attachments, wage and salary garnishments, sheriff levies, the NC Debt Setoff Program, and In rem foreclosure.

This 6th day of February, 2023

Ronald Wesson, Chairman

Bertie County Board of Commissioners

(SEAL)

LaShonda Cartwright, Clerk to the Board

Bertie County Board of Commissioners



A-6

COUNTY OF BERTIE
FINANCIAL SUMMARY
FISCAL YEAR 22/23

GOVERNMENTAL FUNDS	REVISED			Prior Year	
	BUDGET	DECEMBER	YTD	% TO DATE	% TO DATE
REVENUES					
PROPERTY TAXES	\$ (12,871,000.00)	\$ (4,037,585.10)	\$ (9,543,459.78)	74.1%	72.0%
SALES AND OTHER TAXES	\$ (3,574,060.00)	\$ (347,673.08)	\$ (1,076,224.21)	30.1%	28.7%
UNRESTRICTED INTERGOVERNMENT	\$ (102,000.00)	\$ (183.31)	\$ (65,268.74)	64.0%	-0.4%
RESTRICTED INTERGOVERNMENT	\$ (922,614.00)	\$ (87,100.07)	\$ (417,396.66)	45.2%	36.5%
PERMITS & FEES	\$ (4,241,264.00)	\$ (404,286.46)	\$ (1,965,508.36)	46.3%	39.9%
SALES & SERVICES	\$ (61,422.00)	\$ (11,045.35)	\$ (30,883.50)	50.3%	6.5%
MISCELLANEOUS	\$ (153,500.00)	\$ (17,244.54)	\$ (105,780.86)	68.9%	58.5%
INTEREST EARNED ON INVESTMENTS	\$ (10,000.00)	\$ (19,418.76)	\$ (66,556.33)	665.6%	5.4%
TRANSFER	\$ (2,710,392.00)	\$ -	\$ -	0.0%	0.0%
FUND BALANCE APPROPRIATED	\$ (41,530.00)	\$ -	\$ -	0.0%	0.0%
TRANSFERS TO DEBT SERVICE	\$ (2,149,958.00)	\$ -	\$ -	0.0%	0.0%
TRANSFERS GEN TO DSS	\$ (1,554,289.00)	\$ -	\$ -	0.0%	0.0%
DSS	\$ (3,317,970.00)	\$ (487,543.00)	\$ (1,592,156.40)	48.0%	37.4%
DSS PERMITS & FEES	\$ (150.00)	\$ -	\$ -	-	-
DSS MISCELLANEOUS	\$ (500.00)	\$ -	\$ (71.40)	14.3%	2.0%
TOTAL REVENUES	\$ (31,710,649.00)	\$ (5,412,079.67)	\$ (14,863,306.24)	46.9%	42.0%
EXPENDITURES					
GOVERNING BODY	\$ 214,188.00	\$ 12,967.93	\$ 75,412.47	35.2%	43.5%
ADMINISTRATION	\$ 381,157.00	\$ 31,928.75	\$ 184,998.91	48.5%	47.8%
HUMAN RESOURCES	\$ 87,778.00	\$ 7,061.96	\$ 46,678.53	53.2%	53.9%
FINANCE	\$ 302,716.00	\$ 32,491.05	\$ 148,909.60	49.2%	54.6%
TAX LISTING & COLLECTIONS	\$ 652,045.00	\$ 64,312.68	\$ 324,209.30	49.7%	53.4%
LEGAL	\$ 120,000.00	\$ 9,373.00	\$ 52,706.91	43.9%	41.5%
COURT FACILITIES	\$ 89,000.00	\$ 1,598.49	\$ 13,536.12	15.2%	14.6%
ELECTIONS	\$ 258,969.00	\$ 25,304.98	\$ 146,780.67	56.7%	61.3%
REGISTER OF DEEDS	\$ 379,334.00	\$ 46,570.70	\$ 149,844.79	39.5%	42.8%
PUBLIC BUILDINGS	\$ 941,016.00	\$ 80,578.56	\$ 404,341.02	43.0%	48.2%
INFORMATION TECHNOLOGY CENTER	\$ 287,930.00	\$ 54,332.17	\$ 190,129.32	66.0%	54.8%
SHERIFF	\$ 3,054,194.00	\$ 326,905.97	\$ 1,417,662.68	46.4%	52.0%
911 COMMUNICATIONS	\$ 622,272.00	\$ 56,182.69	\$ 258,490.48	41.5%	43.9%
EMERGENCY MANAGEMENT	\$ 565,990.00	\$ 113,745.74	\$ 276,833.63	48.9%	49.7%
EMERGENCY SERVICES	\$ 3,078,183.00	\$ 362,893.47	\$ 1,683,972.89	54.7%	61.9%
NON-EMERGENCY TRANSPORT SERVICE	\$ 892,287.00	\$ 93,007.11	\$ 433,980.88	48.6%	38.2%
PLANNING/INSPECTIONS	\$ 395,079.00	\$ 30,095.89	\$ 185,023.09	46.8%	35.2%
MEDICAL EXAMINER	\$ 19,000.00	\$ 7,200.00	\$ 15,050.00	79.2%	52.4%
ANIMAL CONTROL	\$ 211,233.00	\$ 18,339.79	\$ 94,345.69	44.7%	48.6%
SOLID WASTE	\$ 527,780.00	\$ 42,971.37	\$ 259,404.64	49.2%	48.2%
ECONOMIC DEVELOPMENT	\$ 192,513.00	\$ 13,127.52	\$ 69,972.04	36.3%	44.2%
COOPERATIVE EXTENSION	\$ 298,460.00	\$ 19,163.27	\$ 91,102.40	30.5%	36.8%
SOIL CONSERVATION	\$ 239,215.00	\$ 8,352.03	\$ 166,090.11	69.4%	46.6%
HEALTH DEPARTMENT	\$ 112,115.00	\$ 9,051.25	\$ 54,307.50	48.4%	48.6%
VETERAN SERVICES	\$ 59,203.00	\$ 6,657.55	\$ 31,189.45	52.7%	51.4%
AID TO AGING/NUTRITION	\$ 566,687.00	\$ 66,697.72	\$ 303,595.74	53.6%	36.5%
PARKS & RECREATION	\$ 312,430.00	\$ 24,289.04	\$ 122,040.24	39.1%	38.6%
SPECIAL APPROPRIATIONS	\$ 6,042,761.00	\$ 458,323.54	\$ 2,849,021.83	47.1%	44.1%
TRANSFERS TO OTHER FUNDS	\$ 3,784,247.00	\$ -	\$ -	0.0%	0.0%
CONTINGENCY	\$ -	\$ -	\$ -	-	-
SOCIAL SERVICES-ADMINISTRATION	\$ 3,337,640.00	\$ 273,385.20	\$ 1,453,229.06	43.5%	45.2%
SOCIAL SERVICES PROGRAMS	\$ 1,535,269.00	\$ 129,705.78	\$ 547,798.54	35.7%	30.0%
TOTAL DEBT SERVICE	\$ 2,149,958.00	\$ -	\$ 1,664,405.07	77.4%	64.4%
TOTAL EXPENDITURES	\$ 31,710,649.00	\$ 2,426,615.20	\$ 13,715,063.60	43.3%	42.0%

CASH

	Prior Year	
	December 31, 2022	December 31, 2021
CENTRAL DEPOSIT ACCOUNT - SOUTHERN	\$ 4,166,923.49	\$ 3,621,440.71
CD'S - SOUTHERN	\$ 1,500,000.00	\$ 1,500,000.00
NC CAPITAL MANAGEMENT TRUST	\$ 5,643,585.88	\$ 2,696,158.29
	<u>\$ 11,310,509.37</u>	<u>\$ 7,817,599.00</u>

COUNTY OF BERTIE
FINANCIAL SUMMARY
FISCAL YEAR 22/23

	REVISED BUDGET	DECEMBER	YTD	% TO DATE	Prior Year % TO DATE
UTILITY FUNDS					
DISTRICT - REGIONAL					
TOTAL PERMITS & FEES	\$ (137,200.00)	\$ (8,971.29)	\$ (64,937.39)	47.3%	41.8%
TOTAL SALES & SERVICES	\$ (2,540,628.00)	\$ (222,882.37)	\$ (1,396,588.70)	55.0%	56.5%
TOTAL MISCELLANEOUS	\$ (1,500.00)	\$ (100.00)	\$ (12,448.59)	829.9%	36.7%
TOTAL OTHER	\$ (6,000.00)	\$ -	\$ -	0.0%	0.0%
FUND BALANCE APPR.	\$ -	\$ -	\$ -	0.0%	0.0%
TOTAL REVENUES	\$ (2,685,328.00)	\$ (231,953.66)	\$ (1,473,974.68)	54.9%	55.6%
WATER DISTRICT REG. TOTAL EXPENDITURES	\$ 2,685,328.00	\$ 126,856.97	\$ 915,335.61	34.1%	33.7%
BERTIE PHONE					
TOTAL MISCELLANEOUS	\$ (62,000.00)	\$ (5,342.93)	\$ (32,829.91)	53.0%	51.8%
FUND BALANCE APPROPRIATED	\$ -	\$ -	\$ -	-	-
TOTAL REVENUES	\$ (62,000.00)	\$ (5,342.93)	\$ (32,829.91)	53.0%	51.8%
BERTIE PHONE SYSTEM EXPENDITURES	\$ 62,000.00	\$ 21,958.12	\$ 36,730.71	59.2%	68.6%
REIMBURSABLE PROJECTS					
32 - TGOW	\$ -	\$ -	\$ -		



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: February 6, 2023

SECTION: Board Appointments

DEPARTMENT: Governing Body

TOPICS:

1. Appointment to Tri-County Airport Authority
2. Appointment to Child Fatality Prevention/ Community Child Protection Team
3. Appointment to Juvenile Crime Prevention Council

COUNTY MANAGER RECOMMENDATION OR COMMENTS:

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTIONS

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



B-3



North Carolina Department of Public Safety

Division of Juvenile Justice & Delinquency
Prevention

Juvenile Crime Prevention Council
Orientation

What is JCPC?

- ❑ The Division of Juvenile Justice and Delinquency Prevention partners with Juvenile Crime Prevention Councils in each county to reduce and prevent juvenile crime.
- ❑ JCPC board members are appointed by the county Board of Commissioners and meet in each county.
- ❑ Meetings are open to the public and all business is considered public information.



JCPC Membership

*School Superintendent

*Chief District Court Judge

*Area Mental Health Director

*Sheriff

*County Manager

*Chief Court Counselor

*District Attorney

*Director of Health Dept.
and

*Director of DSS

*County Manager

*Chief of Police

County Commissioner

Recreation Professional

Business Person

Juvenile Defense Attorney

Non-Profit Representative

Faith Community Member

Youth Under Age 21/Youth
Family Advocate

Up to 7 CC Appointees

Substance Abuse Professional

Duties and Powers of the JCPC

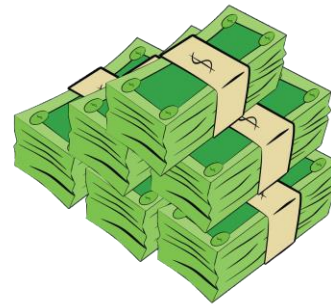
- **Assess needs** of juveniles in local community
- **Assess resources** to meet the needs identified
- **Develop or propose ways** to meet those needs
- **Ensure** that the appropriate intermediate dispositional options are available
- **Evaluate** each funded program as a condition of continued funding

Duties and Powers (continued)

- Increase public awareness of the causes of delinquency and strategies to reduce the problem
- Develop strategies for delinquency prevention through use of risk assessment
- Provide funds for treatment of juveniles
- Establish a plan for permanent funding stream for delinquency prevention programs

Funding Allocation

- ❑ DJJDP allocates over \$28 million to JCPC councils annually.
- ❑ Funding is used to subsidize local programs and services.
- ❑ Funding allocation is based on county population.
- ❑ Bertie County receives a total of \$110,000 in JCPC funds.



2022-2023 Bertie County JCPC Funded Programs

- ❑ Children Matters-
(Interpersonal Skills Building)
- ❑ Bertie Teen Court- (Teen Court)
- ❑ Second Chance Counts-
(Restitution/Community Service)
- ❑ Vocational Job & Education Program- (Vocational Skills)



JCPC Operations

BYLAWS

❑ Membership/Attendance Policy

23

❑ Conflict of Interest Policy

❑ Funding Policy

❑ Annual Election of Officers

JCPC Operations

JCPC MEETINGS

- ❑ “Open Meetings”-Meetings of Public Bodies (NCGS Article 33c)
- ❑ Published Meeting Dates/Times
- 24 ❑ Parliamentary Procedures-Robert’s Rule Of Order
- ❑ Frequency of Meetings
- ❑ Record Keeping (copies to the County Manager)

Needs Committee

- ❑ Assess needs of juveniles in the community;
- ❑ Evaluate resources to meet the needs of youth;
- ❑ Develop ways to address unmet needs;
- 25 ❑ Develop a continuum of services;
- ❑ Identify gaps and barriers in accessing services;
- ❑ Prioritize needed sanctions of court involved youth; and
- ❑ Develop the RFP (Request for Proposals).

Monitoring Committee

- ❑ JCPC Monitoring (July 1st-December 31st) completed by January or February
- ❑ Evaluate the effectiveness of JCPC funded programs and make recommendations the local JCPC of findings.
- ❑ Conduct on-site visits as needed.
- ❑ Does the program meet the needs of the youth and the families in the community where services are provided?

Funding Committee

- ❑ Review submitted program applications and make funding decisions based on program presentations.
- ❑ Make recommendations to the JCPC for funding priority.
- 27 ❑ Scheduled date for presentation to the County Commissioners for funding for the new fiscal year by MAY 15th.
- ❑ Signed County Funding Plan and County Plan to the Area Office by MAY 31st.

Juvenile Crime Prevention Council Certification (cont'd)

Bertie

County

FY 2022-23

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Danny Perry	Director of Student Services	<input checked="" type="checkbox"/>	W	M
2) Chief of Police or designee	Justin Jackson	Chief	<input type="checkbox"/>	W	M
3) Local Sheriff or designee	Tyrone Ruffin	Sheriff	<input type="checkbox"/>	B	M
4) District Attorney or designee	Iris Williams	Invesigator/ DA office	<input checked="" type="checkbox"/>	B	F
5) Chief Court Counselor or designee	Sonynia Leonard	Chief Court Counselor	<input type="checkbox"/>	B	F
6) Director, Local Management Entity/Managed Care Organization (LME/MCO), or designee	Hope Eley	Trillium SOC	<input checked="" type="checkbox"/>	B	F
7) Director DSS or designee	Daphine Little	Director	<input type="checkbox"/>	B	F
8) County Manager or designee	David Scarborough	Asst. County Mngr	X	W	M
9) Substance Abuse Professional				W	F
10) Member of Faith Community				H	M
11) County Commissioner	Ron Roberson	Commissioner		B	M
12) Two persons under the age of 21, or one person under the age of 21 and one member of the public representing the interests of families of at-risk juveniles					
13) Juvenile Defense Attorney					
14) Chief District Judge or designee	Sheila Eley	Court System	<input checked="" type="checkbox"/>	B	F
15) Member of Business Community				B	M
16) Local Health Director or designee	Ashley Stoop	Director	<input type="checkbox"/>	W	F
17) Rep. United Way/other non-profit	Oliva Taylor	Non Profit		B	F
18) Representative/Parks and Rec.	Donna Mizelle	Director		W	F
19) County Commissioner appointee	Annie Wilson	Register of Deeds		B	F
20) County Commissioner appointee	Morris Rascoe	Citizen		B	M
21) County Commissioner appointee	Laree Cherry	Chairperson		B	F
22) County Commissioner appointee	Gloria Outlaw	Secretary		B	F
23) County Commissioner appointee	Chris Langston	Court Counselor Supervisor		B	M



Bertie County

Board of Commissioners

ITEM

ABSTRACT MEETING DATE: February 6, 2023

SECTION: Consent (C-1 to C-2)

DEPARTMENT: Governing Body

TOPICS:

1. Approve Register of Deeds Fees Report - January 2023
2. Budget Amendments

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes, see each particular agenda item.

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



C-1

NORTH CAROLINA
BERTIE COUNTY

TO: THE BOARD OF COUNTY COMMISSIONERS:

Agreeable to and in compliance with Chapter 590 of the Public Local Laws of North Carolina, Sessions 1913, I beg leave to submit the following statement of all fees, commissions, etc. of any kind collected by me as Register of Deeds for the month of JAN.2023 and for an itemized statement thereof, I respectfully refer you to the following books in my office.

AMOUNT SUBJECT TO GS 161-50.2

10-0030-4344-01	REAL ESTATE REGISTRATION-----	\$3,266.60
10-0030-4344-03	VITAL STATISTICS-----	\$1,150.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----	\$197.20
10-0030-4344-04	NO. MARRIAGE LICENSE----- 4 @60.00	\$240.00
		\$4,853.80
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----	\$3,473.00
10-0030-4344-10	STATE TREASURER FEE----- 102 @\$6.20	\$632.40
	STATE VITAL RECORDS----- 2 @14.00	\$28.00
		\$8,987.20
10-0000-1251-00	A/R IN/OUT(REFUND)-----	
		\$8,987.20



REGISTER OF DEEDS - BERTIE COUNTY



C-2

BUDGET AMENDMENT

23-04

INCREASE				INCREASE	
10-5860-5399-95	\$ 6,629	EDTAP	10-0025-4586-03	\$ 6,629	
12-5380-5399-95	\$ 4,419	EDTAP	12-0025-4586-03	\$ 4,419	
12-5380-5399-94	\$ 1,479	WF	12-0025-4531-10	\$ 1,479	
10-6100-5695-20	\$ 11,414	RGP	10-0025-4585-04	\$ 11,414	

TO INCREASE BUDGET FOR ROAP FINAL TRANSPORTATION DISBURSEMENT

INCREASE				INCREASE	
12-0025-4586-18	\$ 54,845	LIEAP	12-5380-5411-50	\$ 54,845	

TO INCREASE BUDGET TO MATCH REVISED LIEAP MONEY BY THE STATE
(LOW-INCOME HOME ENERGY ASSISTANCE)

INCREASE				INCREASE	
10-0050-4839-82	\$ 500		10-4950-5399-20	\$ 500	

TO INCREASE PROGRAM MATERIALS BUDGET - FARM BUREAU DONATIONS

APPROVED ___ / ___ /2023

BUDGET AMENDMENT

23-04

	INCREASE			INCREASE
10-5860-5399-95	\$ 6,629	EDTAP	10-0025-4586-03	\$ 6,629
12-5380-5399-95	\$ 4,419	EDTAP	12-0025-4586-03	\$ 4,419
12-5380-5399-94	\$ 1,479	WF	12-0025-4531-10	\$ 1,479
10-6100-5695-20	\$ 11,414	RGP	10-0025-4585-04	\$ 11,414
TO INCREASE BUDGET FOR ROAP FINAL TRANSPORTATION DISBURSEMENT				

William Roberson

From: Petatan Valdez, Jocelyn
Sent: Thursday, January 19, 2023 10:11 AM
To: William Roberson; Juan Vaughan II; Pam Perry
Cc: Galamb, Anne S
Subject: FY2023 January ROAP Disbursement
Attachments: ROAP Memorandum Letters_Part8.pdf

Good morning all,

Please find attached your **FY23 final ROAP Disbursement** for Bertie County.

Thank you,

Jocelyn Valdez

Accounting Specialist

Integrated Mobility Division

North Carolina Department of Transportation

919-707-4683 office

jpetatanvaldez@ncdot.gov

Mail Service Center 1550

Raleigh, NC 27699-1550

1 South Wilmington Street

Raleigh, NC 27601-1550

Email correspondence to and from this sender is subject to the N.C. Public Records Law and may be disclosed to third parties.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

MEMORANDUM

TO: Bertie County, Transportation Director
FROM: Myra Freeman, Finance Manager
DATE: January 18, 2023
SUBJECT: FY2023 Rural Operating Assistance Program (ROAP)

The North Carolina Department of Transportation (NCDOT), Integrated Mobility Division (IMD) will disburse the Rural Operating Assistance Program (ROAP) funds to Bertie County the week of October 31, 2022. The period of performance for eligible program costs is July 1, 2022 – June 30, 2023. The following funds are awarded to Bertie County for each individual ROAP program as indicated:

FY2023 Formula ROAP Final Disbursement

EDTAP COA 60% DSS 40%	6,629 4,419	EMPLOYMENT	RGP	TOTAL FORMULA DISBURSEMENT
\$11,048.00		\$1,479.00	\$11,414.00	\$23,941.00

The disbursement amounts listed above represent the first of two disbursements for each program – Elderly and Disabled Transportation Assistance Program (EDTAP), Employment Transportation Program and Rural General Public (RGP). **It is the responsibility of the County to comply with the provisions of the ROAP guidelines and to ensure that the receipt, expenditure, and any sub-allocation of funds are tracked for each individual ROAP program.** Please refer to the program guidance in the FY2023 ROAP application package for eligible transportation assistance expenses and reporting requirements. ROAP program funds must be expended on eligible transportation operating expenses, as identified in the FY 2023 application.

Rural General Public (RGP) funds expended in July & August of 2022 have a 10% local matching requirement. RGP funds may be used to provide up to, but not to exceed, ninety-percent (90%) of the fully allocated cost of each general public trip. The remaining ten-percent (10%) must be provided from fares, local funds or a combination of the two. Note however, that for each trip that is provided, the total of costs charged to the RGP program and the fare charged to the rider should not exceed the fully allocated cost of the trip.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
1550 MAIL SERVICE CENTER (MSC)
RALEIGH, NC 27699-1550

Telephone: (919) 707-4670
Fax: (919) 733-1391
Customer Service: 1-877-368-4968

Location:
1 S WILMINGTON STREET
RALEIGH, NC 27601

Website: www.ncdot.gov

EDTAP, EMPLOYMENT and RGP funds expended beginning in September 2022 may be used to provide up to 100% of the fully allocated cost of the trip or allowable transportation related other service and requires no local match.

Bertie County must meet the reporting requirements as established in the program guidance, including but not limited to the submittal of an annual ROAP report.

Questions concerning the FY2023 program requirements, allocations and disbursement amount should be addressed to the Grants Administration Specialist assigned to your county.

Thank you.

cc: County Manager
Finance Officer
NCDOT Grants Administration Specialist

BUDGET AMENDMENT

23-04

INCREASE		INCREASE	
12-0025-4586-18	\$ 54,845	LIEAP 12-5380-5411-50	\$ 54,845
TO INCREASE BUDGET TO MATCH REVISED LIEAP MONEY BY THE STATE (LOW-INCOME HOME ENERGY ASSISTANCE)			



DIVISION OF SOCIAL SERVICES

FUNDING SOURCE: LIEAP Low Income Energy Assistance Program (LIEAP)

EFFECTIVE DATE: 12/1/2022

AUTHORIZATION NUMBER: 1

Funding Authorization for Direct Payments and is provided for informatio

ALLOCATION PERIOD

FROM DECEMBER 2022 THRU MAY 2023 SERVICE MONTHS

FROM JANUARY 2023 THRU JUNE 2023 PAYMENT MONTHS

Co. No.	COUNTY	Unique Entity Identifier (UEI)	FEDERAL
01	ALAMANCE	F5VHYUU13NC5	733,294
02	ALEXANDER	XVEEJSNY7UX9	125,298
03	ALLEGHANY	GTC2BCN7SKK3	53,105
04	ANSON	PK8UYTSNJCC3	169,060
05	ASHE	PBZ9TLZMHUS9	116,853
06	AVERY	UZ19JT8JXLF3	64,337
07	BEAUFORT	Q14JUM5NZQ43	265,500
08	BERTIE	FSW9MGNZAK39	132,942
09	BLADEN	TLCTJWDJH1H9	223,473
10	BRUNSWICK	MJBMXLN9NJT5	474,600
11	BUNCOMBE	W5TCDKMLHE69	1,046,735
12	BURKE	KVJHUFURQDM5	429,104
13	CABARRUS	PF3KTEELMHV6	588,818
14	CALDWELL	HL4FGNJNGE97	354,822
15	CAMDEN	FVT7YDQ5CAA5	24,201
16	CARTERET	UC6WJ2MQMJS8	203,622
17	CASWELL	CL7NKCTNOG75	113,344
18	CATAWBA	GYUNA9W1NFM1	592,177
19	CHATHAM	KE57QE2GV5F1	184,392
20	CHEROKEE	DCEGK6HA1IM5	131,903
21	CHOWAN	YIJ7KT3E58F5	79,162
22	CLAY	HYKLQVNWLXK7	51,701
23	CLEVELAND	MXEZRW9DKR86	546,204
24	COLUMBUS	V1UAJ4L87WQ7	342,996
25	CRAVEN	LTZ2U8LZQ214	388,250
26	CUMBERLAND	TH2WJPJRMGV3	1,927,756
27	CURRITUCK	VDL5DNFOX374	68,649
28	DARE	ELV6JGB11QK6	92,096
29	DAVIDSON	C9P5MDJC7KY7	669,108
30	DAVIE	GSJ6K8J2PD57	125,877
31	DUPLIN	KZN4GK5262K3	279,751
32	DURHAM	LJ5BA6U2HLM7	1,145,949
33	EDGEcombe	DYB5XFVEN8H3	405,533
34	FORSYTH	ZTVELM361423	1,556,717
35	FRANKLIN	FFKTRQCNN143	257,367
36	GASTON	OKY9R8A8D5J6	943,057
37	GATES	F4L4FXEB3BK3	47,170
38	GRAHAM	W3JTGJ1KP5D7	41,454
39	GRANVILLE	DAZ3PRU8U4J5	243,105
40	GREENE	VCU5LD71N9U3	118,272
41	GUILFORD	YBEQWGFJPMJ3	2,366,166
42	HALIFAX	MRL8MYNJ3Y5	404,952
43	HARNETT	JBD9V41BX7	550,827
44	HAYWOOD	DQHZEVAV95G5	256,503
45	HENDERSON	EXFKXBHH7EG7	350,385
46	HERTFORD	YJEUENJ7BQK7	155,716



**DIVISION OF SOCIAL SERVICES
Low-Income Household Assistance Program (LIEAP)**

**FUNDING SOURCE: LIEAP Low Income Energy Assistance Program (LIEAP)
EFFECTIVE DATE: 7/1/2022
AUTHORIZATION NUMBER: 2**

#1 132,942
#2 80,649
213,591

**ALLOCATION PERIOD
FROM JUNE 2022 THRU MAY 2023 SERVICE MONTHS
FROM JULY 2022 THRU JUNE 2023 PAYMENT MONTHS**

Co. No.	COUNTY	Unique Entity Identifier (UEI)	Initial (or Previous) Allocation Funding Authorization		Additional Allocation		Grand Total Allocation	
			Federal	Total	Federal	Total	Federal	Total
01	ALAMANCE	F5VHYUU13NC5	244,432	244,432.00	200,420.00	200,420.00	444,852	444,852.00
02	ALEXANDER	XV4EJSNY7UX9	41,766	41,766.00	34,246.00	34,246.00	76,012	76,012.00
03	ALLEGHANY	GTC2BCN7SKK3	17,702	17,702.00	14,514.00	14,514.00	32,216	32,216.00
04	ANSON	PK8UYTSNJCC3	56,354	56,354.00	46,206.00	46,206.00	102,560	102,560.00
05	ASHE	PBZ9TLZMHUS9	38,951	38,951.00	31,937.00	31,937.00	70,888	70,888.00
06	AVERY	UZ19JT8JXLF3	21,446	21,446.00	17,584.00	17,584.00	39,030	39,030.00
07	BEAUFORT	Q14JUM5NZQ43	88,500	88,500.00	72,565.00	72,565.00	161,065	161,065.00
08	BERTIE	FSW9MGNZAK39	44,314	44,314.00	36,335.00	36,335.00	80,649	80,649.00
09	BLADEN	TLCTJWDJH1H9	74,491	74,491.00	61,078.00	61,078.00	135,569	135,569.00
10	BRUNSWICK	MJBMXLN9NJT5	158,200	158,200.00	129,715.00	129,715.00	287,915	287,915.00
11	BUENCOMBE	W5TCDKMLHE69	348,912	348,912.00	286,087.00	286,087.00	634,999	634,999.00
12	BURKE	KVJHUFURQDM5	143,035	143,035.00	117,280.00	117,280.00	260,315	260,315.00
13	CABARRUS	PF3KTEELMHV6	196,273	196,273.00	160,932.00	160,932.00	357,205	357,205.00
14	CALDWELL	HL4FGNJNGE97	118,274	118,274.00	96,978.00	96,978.00	215,252	215,252.00
15	CAMDEN	FVT7YDQ5CAA5	8,067	8,067.00	6,614.00	6,614.00	14,681	14,681.00
16	CARTERET	UC6WJ2MOMJS8	67,874	67,874.00	55,653.00	55,653.00	123,527	123,527.00
17	CASWELL	CL7NKCTNQG75	37,782	37,782.00	30,978.00	30,978.00	68,760	68,760.00
18	CATAWBA	GYUNA9W1NFM1	197,393	197,393.00	161,850.00	161,850.00	359,243	359,243.00
19	CHATHAM	KE57QE2GV5F1	61,464	61,464.00	50,397.00	50,397.00	111,861	111,861.00
20	CHEROKEE	DCEGK6HA11M5	43,968	43,968.00	36,051.00	36,051.00	80,019	80,019.00
21	CHOWAN	YJJ7KT3E58F5	26,388	26,388.00	21,636.00	21,636.00	48,024	48,024.00
22	CLAY	HYKLOVNWLXK7	17,234	17,234.00	14,130.00	14,130.00	31,364	31,364.00
23	CLEVELAND	MXEZRW9DKR86	182,068	182,068.00	149,285.00	149,285.00	331,353	331,353.00
24	COLUMBUS	VIUAJ4L87WQ7	114,332	114,332.00	93,746.00	93,746.00	208,078	208,078.00
25	CRAVEN	LTZ2U8LZQ314	129,417	129,417.00	106,114.00	106,114.00	235,531	235,531.00
26	CUMBERLAND	TH2WJPJRMGV3	642,586	642,586.00	526,883.00	526,883.00	1,169,469	1,169,469.00
27	CURRITUCK	VDL5DNFQX374	22,883	22,883.00	18,763.00	18,763.00	41,646	41,646.00
28	DARE	ELV6JGB11OK6	30,699	30,699.00	25,171.00	25,171.00	55,870	55,870.00
29	DAVIDSON	C9P5MDJC7KY7	223,036	223,036.00	182,877.00	182,877.00	405,913	405,913.00
30	DAVIE	GSJ6K8J2PD57	41,959	41,959.00	34,404.00	34,404.00	76,363	76,363.00
31	DUPLIN	KZN4GK5262K3	93,251	93,251.00	76,460.00	76,460.00	169,711	169,711.00

BUDGET AMENDMENT

23-04

INCREASE		INCREASE	
10-0050-4839-82	\$ 500	10-4950-5399-20	\$ 500

TO INCREASE PROGRAM MATERIALS BUDGET - FARM BUREAU DONATIONS

**BERTIE COUNTY COOPERATIVE EXTENSION
DAILY CASH COLLECTIONS/TURNOVER REPORT**

Date: 1/20/23

After filling in the location and date at the top of the report, enter a summary of all cash collections/turnover for the day in the column below. Adding machine tapes should be attached to the report to indicate amounts for checks and money orders.

SUMMARY

Checks/Money Orders (Attach Tape):	\$	<u>1,025.⁰⁰</u>
Currency	\$	_____
Change	\$	_____
TOTAL	\$	<u>1,025.⁰⁰</u>

10-0000-2110-05 - IPM PEST MANAGEMENT	\$	<u>500.⁰⁰</u>
10-0000-2110-09 - 4H ACTIVITIES	\$	_____
10-0050-4839-82 - PROGRAM REVENUES	\$	_____
TOTAL	\$	<u>1,025.⁰⁰</u>

E 104950 - 539920
 R 100050 483982 PROGRAM MATERIALS
~~104950 - 539933 - Food & Nutrition - \$400.⁰⁰~~
 10-0000 - 211028 - CHROME - \$125.⁰⁰

Andrea J Davis

Signature of Preparer

Distribution: Original - Finance Office
 Rev/16

Duplicate - Retain

5404

BERTIE COUNTY FARM BUREAU
P.O. BOX 130
WINDSOR, NC 27983
(252) 794-3004



WINDSOR, NC 27983

66-258/531

~~01/18/2023~~

PAY TO THE
ORDER OF

Bertie County Cooperative Extension

\$ ****1,025.00**

One thousand twenty-five and 00/100 ***** DOLLARS

Bertie County Cooperative Extension
PO Box 280
Windsor, NC 27983



MEMO

2023 Coop support

⑈005404⑈ ⑆053102586⑆6410000174⑈



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: February 6, 2023

SECTION: Discussion

DEPARTMENT: Governing Body (D-1 to D-5)

TOPIC(S):

1. Discussion of Surplus Property
2. Discussion of Pay Schedule
3. FY 2023-24 Budget Calendar
4. Strategic Planning - February 20-21, 2023
5. 2023 NACo Legislative Conference February 11-14, Washington D.C

COUNTY MANAGER RECOMMENDATION OR COMMENTS:

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):

-- **ATTACHMENTS:** No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



D-1

COUNTY OWNED PROPERTY

ADDRESS	TOWNSHIP	DESCRIPTION	YEAR ACQUIRED	VACANT	ACRES	PARCEL #	Bldg. Type	Year Built	Condition	LAND VALUE	BLDG. VALUE	TOTAL VALUE
403 Quebec Rd.	Colerain	FORECLOSURE	2019	Yes	0.33	6930-37-4221				2,240	0	2,240
411 Quebec Rd.	Colerain	FORECLOSURE	2019	Yes	0.13	6930-37-8341				1,584	0	1,584
104 N. Clay St.	Windsor	FORECLOSURE	2018	YES	0.29	6800-57-5311				1,501	0	1,501
315B Cedar Landing Rd.	Windsor	FORECLOSURE	2018	YES	0.5	6719-07-9171				7,713	0	7,713
3012 Governors Rd.	Woodville	FORECLOSURE	2020	NO	0.15	5846-18-7777	single family			6,755	9,299	16,054
211 Washigton St.	Windsor	FORECLOSURE	2020	YES	0.51	5846-19-7268				2,842	0	2,842
Off 347 Rockpile Rd.	Colerain	FORECLOSURE	2022	YES	0.11	6911-61-6138				3,704	0	3,704
805 S. King St.	Windsor	FORECLOSURE	2022	NO	0.3	6802-91-9634	single family			8,451	11,452	19,903
145 Deer Ln.	Windsor	FORECLOSURE	2022	YES	0.43	6810-73-9428				1,108	0	1,108
Off 2136 Governors Rd.	Snakebite	FORECLOSURE	2022	NO	0.15	5855-97-5454				3,171	0	3,171
405 Peele St.	Roxobel	FORECLOSURE	2022	YES	0.15	5819-99-5434				1,273	0	1,273
145 County Farm Rd.	Windsor	Vacant	1977	YES	2.31	6801-67-7503				26883	0	26883
46 1006 Wayland St.	Windsor	Old Gym & DSS	1977	NO	4.73	6802-35-4529	Metal	1965	Poor	181575	69218	250793
1008 N. King st.	Windsor	Food Bank	????	NO	0.3	6802-57-2569	Brick House	1955	Average	28725	105665	134390
1028 Charles Talyor Rd.	Snakebite	Old landfill	1972	NO	99.66	5876-65-7184	Frame	1991	Average	169403	2326	171729
1419 S. King St.	Windsor	Entrance to DSS	2006	YES	1.35	6812-31-3176				54825	1500	56325
204 S. Queen St.	Windsor	Old Ag. Extension Office	1952 & 1974	NO	0.71	6802-73-5733	Brick	1950	Average	10292	62023	72315
407 Winston Ln.	Windsor	Detective's Office	2016	NO	0.26	6802-55-6254	Brick	1948	Average	8087	84563	92650
204 Dundee St.	Windsor	Old Library	1965	NO	0.3	6802-74-8349	Brick	1975	Average	11558	329539	341097
206 Dundee St.	Windsor	lot beside library	1983	YES	0.14	6802-74-9402				13913	0	13913
101 Dundee St.	Windsor	Hse. Across from old Sheriff's office	2018	NO	0.6	6802-73-4828	Brick	1956	Fair	9894	31846	41740
225 County Farm Rd.	Windsor	Old bus garage & surrounding area	1992	NO	161.55	6801-87-4225	Concrete Block	1950	Poor	130029	487531	617560
128 Wakelon Rd.	Windsor	behind Greens Cross Church	2009	Yes	10.09	6823-42-7506				7668	0	7668
105 Joyner St.	Windsor	Across from Powell/Stokes (flooded)	2022	NO	0.28	6803-42-8863	Brick	1972	Fair	8277	32869	41146

County Surplus Property

Department	Item	Specs	Quantity	Notes
Information Technology	Laser Printers	B&W	25	
Maintenance	LP Gas Heaters	200,000 BTU	2	
Maintenance	1989 Ford Ranger	2WD	1	Ball joint repairs needed
Maintenance	2005 F-150	2WD	1	Ball joint repairs & transmission replacement needed



D-3



Fiscal Year 2023-2024 Budget Planning Calendar

Date	Budget Activity
January 13	Performance Evaluations are to be completed and submitted to Human Resources by this date.
January 30	Budget Kickoff. County Manager meets with Department Heads and provides instructions for FY24 budget process.
February 6-10	Budget documents distributed to Department Heads and Budget Team to meet with Department Heads and staff to discuss forms and processes.
March 8	<u>Budget Requests Due from Departments</u>
April 10 – 21	Department meetings are scheduled with Manager to discuss recommendations.
May 22	Manager presentation of recommended budget to County Commissioners at Board meeting
May 23 - June 2	County Commissioners conduct budget work sessions. Department Heads may be called upon to present or answer specific departmental request.
June 5	Conduct public hearing.
July 1	Adoption of Budget Ordinance Required by this Date